

Introduction to Graphic Communications

Levels: Grades 10-12
Units of Credit: 0.5
CIP Code: 10.0301
Prerequisite: None

COURSE DESCRIPTION

CORE STANDARDS, OBJECTIVES, AND INDICATORS

STANDARD 100301-01 **Students will be able to understand the introduction to the graphics/printing industry.**

OBJECTIVES

100301-0101 Define graphic communications.
100301-0102 Define printing and identify products produced by printing.
100301-0103 List in order the technical production flow from the idea to the finished product.
100301-0104 Identify major contributions in the history of printing.
100301-0105 Comprehend basic printing technology

STANDARD 100301-02 **The student will be able to understand and demonstrate safe practices.**

OBJECTIVES

100301-0151 List safety rules involving flammable liquids.
100301-0152 List the steps to be taken in case of injury in the lab.
100301-0153 Identify location(s) of first aid kit(s).
100301-0154 Identify location(s) of eye wash station(s).
100301-0155 Identify where protective safety equipment is needed.
100301-0156 Follow proper safety procedures when operating equipment.
100301-0157 Follow the approved shop dress code for safe operation.
100301-0158 Pass the general lab safety test.
100301-0159 Read, comprehend, and follow instructions on warning labels.
100301-0210 Demonstrate common sense when working with others.

STANDARD 100301-03 **The students will be able to understand and demonstrate measurement systems.**

OBJECTIVES

100301-0301 Measure linear dimensions in inches.
100301-0302 Measure linear dimensions in fractions of an inch.
100301-0303 Measure linear dimensions in millimeters.
100301-0304 Identify point sizes for type.
100301-0306 Demonstrate the use of rulers in a page layout program.

STANDARD 100301-04 The student will be able to understand and demonstrate basic math skills .

OBJECTIVES

100301-0401	Solve addition of whole number problems.
100301-0402	Solve addition of fraction problems.
100301-0403	Solve addition of decimal problems.
100301-0404	Solve subtraction of whole number problems.
100301-0405	Solve subtraction of fraction problems.
100301-0406	Solve subtraction of decimal problems.
100301-0407	Solve multiplication of whole number problems.
100301-0408	Solve multiplication of fraction problems.
100301-0409	Solve multiplication of decimal problems.
100301-0410	Solve division of whole number problems.
100301-0411	Solve division of fraction problems.
100301-0412	Solve division of decimal problems.
100301-0413	Solve fraction-to-decimal conversion problems.
100301-0414	Solve decimal-to-fraction conversion problems.
100301-0415	Solve decimal-to-percent conversion problems.

STANDARD and 100301-05 Students will be able to understand and demonstrate design layout.

OBJECTIVES

100301-0501	Identify the basic fundamentals of type.
100301-0502	Identify appropriate uses of type.
100301-0503	Identify the basic elements of design.
100301-0504	Identify appropriate uses of the basic elements of design.
100301-0505	Identify the basic principles of design.
100301-0506	Identify appropriate uses of the basic principles of design.
100301-0507	Identify the basic layout elements.
100301-0508	Identify appropriate uses of the basic layout elements.
100301-0509	Produce thumbnails, rough, and final layouts.
100301-0510	Correctly use the basic fundamentals of type in a final layout.

STANDARD 100301-06 The student will be able to understand and demonstrate Digital Image Preparation.

OBJECTIVES

100301-0601	Compare the difference between raster and vector.
100301-0602	Define computer hardware.
100301-0603	Define computer software/programs.
100301-0604	Identify various types of digital storage devices.
100301-0605	Define file formats and there uses.
100301-0606	Create a document with appropriate margins in a page layout program.

100301-0607	Create a document with appropriate formatting in a page layout program.
100301-0608	Create a vector graphic in a draw program.
100301-0609	Edit a raster/bitmap graphic in a paint program.
100301-0610	Import text and images into a page layout document.

STANDARD 100301-07 The students will be able to understand and demonstrate image capture and filing.

OBJECTIVES

100301-0701	Identify the difference between line art & continuous tone originals.
100301-0702	Identify basic scanning hardware.
100301-0703	Identify image & non-image areas on a offset printing plate.
100301-0704	Capture a digital image with the use of a scanner.
100301-0705	Produce a plate for offset printing.

STANDARD 100301-08 The students will be able to understand and demonstrate the use of the basic offset press.

OBJECTIVES

100301-0801	Identify basic offset press parts and operations.
100301-0802	Identify the cylinders of an offset press.
100301-0803	Identify basic safety and operation procedures for an offset press.
100301-0804	Perform basic setup for printing a single-color job.
100301-0805	Produce a printed single-color job using an offset press.

STANDARD 100301-09 The students will be able to understand and demonstrate binding and finishing techniques.

OBJECTIVES

100301-0901	Define binding.
100301-0902	Comprehend basic binding technology.
100301-0903	Identify padding materials, equipment, and tools.
100301-0904	Identify stapling/stitching equipment and tools.
100301-0905	Identify punching equipment and tools.
100301-0906	Correctly produce a pad of paper.
100301-0907	Define finishing.
100301-0908	Identify drilling equipment and tools.
100301-0909	Identify folding equipment and tools.
100301-0910	Identify operational & safety parts of a paper cutter.

STANDARD 100301-10 The students will be able to understand and demonstrate screen printing techniques.

OBJECTIVES

100301-1001	Identify screen printing tools and equipment.
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100301-1002	Identify screen printing stencil types.
100301-1003	Properly prepare a screen.
100301-1004	Produce a single-color screen print.
100301-1005	Properly reclaim a screen.

STANDARD 100301-11 **The students will be able to understand and demonstrate skills related to job application and interpersonal skills.**

OBJECTIVES

100301-1101	Demonstrate proper work ethics.
100301-1102	Demonstrate proper work habits.
100301-1103	Identify personal interests.
100301-1104	Work effectively as a team member.
100301-1105	Communicate effectively.

PROFESSIONAL DEVELOPMENT

STANDARD 100301-12 **The students will be able to understand and demonstrate skills related to professional development.**

OBJECTIVES

100301-1151	Complete a personal inventory.
100301-1152	Set and meet goals.
100301-1153	Be self-motivated.
100301-1154	Know how to make decisions.
100301-1155	Know how to manage time.
100301-1156	Organize personal belongings and lab equipment.
100301-1157	Learn to communicate verbally.
100301-1158	Write effective communications.
100301-1159	Establish a personal reading program.
100301-1210	Develop effective work skills and attitudes.
100301-1211*	Master a working knowledge of SkillsUSA. <ul style="list-style-type: none"> ▪ State the SkillsUSA motto. ▪ State the SkillsUSA creed. ▪ Learn the SkillsUSA colors. ▪ Describe the official SkillsUSA dress. ▪ Describe the procedure for becoming a SkillsUSA officer.

STANDARD 100301-13 **The students will be able to understand and demonstrate skills related to leadership.**

OBJECTIVES

100301-1301	Serve on a committee.
100301-1302	Prepare an agenda.
100301-1303	Assist in planning a meeting.
100301-1304	Review basic parliamentary procedure. <ul style="list-style-type: none"> ▪ Make a main motion.

- 100301-1305 Participate in a school project.
- 100301-1306 Attend a community meeting.
- 100301-1307 Practice effective speaking.
- 100301-1308 Present a three- to five-minute talk.
- 100301-1309 Implement a leadership project.
- 100301-1310* Master a working knowledge of SkillsUSA.
 - Describe the meaning of the SkillsUSA emblem.
 - State the SkillsUSA pledge.
 - Describe the duties of a SkillsUSA officer.

STANDARD 100301-14 The students will be able to understand and demonstrate skills related to career planning.

OBJECTIVES

- 100301-1401 Define your future occupation.
- 100301-1402 Survey employment opportunities.
- 100301-1403 Report on a trade journal article.
- 100301-1404 Explore opportunities for advanced training.
- 100301-1405 Conduct a worker interview.
- 100301-1406 Contact a professional association.
- 100301-1407 Explore entrepreneurship opportunities.
- 100301-1408 Give a talk about your career.
- 100301-1409 Review career goals.

STANDARD 100301-15 The students will be able to understand and demonstrate skills related to employment.

OBJECTIVES

- 100301-1501 Develop a list of work standards to follow at school and on the job.
- 100301-1502 Evaluate your personal ethics.
 - Evaluate your personal ethics against acceptable workplace ethics.
- 100301-1503 Build a job search network.
- 100301-1504 Find job leads.
- 100301-1505 Write a resume.
- 100301-1506 Create a job portfolio.
- 100301-1507 Complete a job application.
- 100301-1508 Write a business letter and memo.
- 100301-1509 Participate in an actual or simulated job interview.

* SkillsUSA PDP requirements - are recommended.